

**SUMMARY OF PUBLIC MEETING  
FOR THE CORRECTIONS OFFICER RETIREMENT PLAN LOCAL BOARD  
FOR THE SUPERIOR COURT**

A Public Meeting of the Corrections Officer Retirement Plan Local Board for the Superior Court was convened, Tuesday, August 9, 2011, at 9:30 a.m., Conference Room 230, Arizona Supreme Court Building, 1501 West Washington Street, Phoenix, Arizona.

**Present at the meeting were the following individuals:**

Kevin Kluge, Chair	Mark Smalley, Board Member	Leticia Chavez, Recorder
Phil Hanley, Board Member	Rob Lubitz, Board Member	
Jason Hathcock, Board Member	Lu McLendon, Secretary	

**Call to Order**

Local Board Chair, Kevin Kluge, called the meeting to order at 9:30 a.m. Tuesday, August 9, 2011 at the Arizona Supreme Court Building, 1501 West Washington Street, Phoenix, Arizona.

**Oath of Office**

The Chair asked members of the Board if they would like to seek the advice of making it a practice that once a member of the Board takes the Oath they would not need to take it again should a member be re-elected or re-appointed. Also, since all members of the Board have a signed and notarized Oaths of Office on file, does the Oath have to be administered orally or would a signed Oath be acceptable. The Board Secretary was asked to seek the advice of the Administrative Office of the Courts (AOC) counsel.

**Approval of the Minutes**

- a. June 7, 2011, Public Meeting Minutes
- b. July 6, 2011, Public Meeting Minutes

The Chair called for any corrections or additions to the minutes. Board Member Jason Hathcock noted two corrections, one to the June 7, 2011 minutes and another to the July 6, 2011 minutes. On the June 7, 2011 minutes the correction is to the year of the former Board Chair's term; it is to be corrected from 2001 to 2007. The correction to the July 7, 2011 minutes is a notation that the meeting was held via teleconference.

The Board Secretary also noted that the verbatim June 7, 2011 meeting minutes will be brought before the Board for approval at the next scheduled meeting.

**MOTION: A motion for approval of the June 7, 2011 and July 6, 2011 Public Meeting Minutes with corrections was made by J. Hathcock.** Motion was seconded and passed unanimously minutes stand approved. **CORP 2011-26**

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**Disability** – The Local Board may vote to go into Executive Session for discussion of medical documentation and to receive legal advice for the following Disability pursuant to A.R.S. 38-431 (A) (2 & 3).

a. #11-01 – Ordinary Disability – Approval of benefits (C12)

This item was tabled at the July 6, 2011 meeting for recalculation; the new calculation has been verified by the Board of Trustees.

**MOTION: A motion to approve payment of benefits for Ordinary Disability applicant #11-01 was made by P. Hanley.** Motion was seconded and passed unanimously. **CORP 2011-27**

b. #11-02 – Ordinary Disability Application – IME

The Board Secretary advised the Board of the newly released disability checklists developed by the Public Safety Personnel Retirement System (PSPRS), which were developed to help refine the disability application process. Each form contains specific questions that the Local Board and the Independent Medical Evaluation (IME) Doctor must answer. Based on those answers the Board should easily be able to determine if an applicant qualifies for a disability retirement. The Board Secretary stated that application 11-02 was received on July 21, 2011, before the forms were released. However, should the board schedule an IME, the new form will be sent to the IME Doctor for completion.

Members of the Board reviewed the disability application and medical evidence provided by applicant #11-02 and agrees the applicant qualifies to be sent for an IME. The Chair also requested the application be expedited due to the applicant's worsening condition. The Board Secretary suggested in order to expedite the process the applicant be sent to Dr. Laura Don, a Doctor the Board recently used to evaluate the mental and neurological condition of an applicant. The Board found no issue with requesting Dr. Don to evaluate applicant #11-02. Board Member Phil Hanley, who is the Director of the applicant's Human Resources Department, requested the Board Secretary also send him a copy of the IME appointment letter so members of his staff can assist the applicant in completing the application process.

**MOTION: A motion to refer disability case #11-02 for an IME was made by J. Hathcock.** Motion was seconded and passed unanimously. **CORP 2011-28**

c. #09-01 – Ordinary Disability – Medical Re-evaluation

This case comes before the Board for a second re-evaluation. At the September 2, 2009 meeting the Board approved application 09-01 and agreed to review the application in one year to determine whether to seek a medical re-evaluation. The Board requested that the applicant submit all medical documentation from the date of the last evaluation request, September 27, 2010, to current. The decision of a medical re-evaluation will be made by the Board at the September 7, 2011 meeting once the new medical documentation has been reviewed.

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The Chair also requested if it was the pleasure of the Board to have the Board Attorney review the current letter used for IME re-evaluations and the new disability checklists from the Board of Trustees, and draft an updated re-evaluation letter. The Board agreed to request the Attorney review the documents and prepare an updated re-evaluation letter for Board review at the September 7, 2011 meeting.

d. Disability Retirement Summary Log review

The Board Secretary referred members of the Board to applicant 09-04 on the disability summary log and noted that of the approved disabilities, applicant 09-04 was the only one the Board approved without the stipulation of a yearly evaluation. The Board requested that a review of this application be placed on the September 7, 2011 agenda, and that the applicant submit all medical documentation from the June 16, 2010 approval date to now. Once the Board has reviewed the applicant's new medical documentation the decision of a medical re-evaluation will be made.

**Approval of Normal Retirement** – The Local Board may consider and vote on the approval of Normal Retirement benefits for the following applications or defer decision to a later date.

- a. Joyce Hines
- b. Albert Jarvis
- c. Sheryl Lawson
- d. Deanne Romo

The Board Secretary noted for the record that retiree Albert Jarvis has not yet returned a signed notification of benefits; therefore, his benefit approval will have to be tabled until a signed notification of benefits is received. Also, per the Board of Trustees, the Board can approve the benefit amount for retiree Deanne Romo. However, her benefit will not be paid until she terminates her elected official's position.

**MOTION: A motion to approve payment of benefits, for applications (a, c & d) for Normal Retirement was made by R. Lubitz.** Motion was seconded and passed unanimously. **CORP 2011-29**

**Approval of Survivor Application** - The Local Board may consider and vote on the approval of Survivor Retirement benefits for the following application or defer decision to a later date.

- a. Daniel Wood (deceased) – Benefits payable to Loretta J. Wood

Board member, Jason Hathcock recommended that going forward the CORP office include copies of Marriage Certificates and Death Certificates for board review when approving Survivor Applications.

**MOTION: A motion to approve payment of the Survivor Benefit was made by J. Hathcock.** Motion was seconded and passed unanimously. **CORP 2011-30**

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**Approval of Membership** – The Local Board may consider and vote on the approval of the following requests for membership or defer decision to a later date.

- a. Jamie Benally (06/13/11) - Coconino
- b. Adam Brown (07/18/11) – Mohave
- c. Andres Delgadillo (04/24/11) – Coconino
- d. John Haller (07/18/11) – Mohave
- e. Anne Harmes (05/09/11) – Coconino
- f. Lionel Scott (06/28/10) – Coconino

The Board Secretary noted that member Lionel Scott has a membership date of 06/28/2010 solely due to the fact that PSPRS and the CORP office did not receive a membership form from the County until July 21, 2011. The CORP office also does not have an exam on file for Mr. Scott, however, Concentra was contacted and a copy of Mr. Scott's exam was requested on July 21, 2011. For the record the Board also noted that members Adam Brown and John Haller do not yet have an exam on file.

**MOTION: A motion to approve the (6) employees requesting membership into CORP was made by M. Smalley.** Motion was seconded and passed unanimously. **CORP 2011-31**

**General Discussion**

- a. Set meeting times and dates

The Board set the following meeting times and dates

Wednesday, September 7, 2011 10am

Wednesday, October 5, 2011 10am

Tuesday, November 8, 2011 10am

Wednesday, December 7, 2011 10am

**Call to Public**

Transcribed August 9, 2011